

3 JUL 1969

MEMORANDUM FOR: Acting Director of Central Intelligence

SUBJECT : Approval of Certificate of Necessity for the
Acquisition and Modification of Space for
the Office of Training

1. This memorandum contains a recommendation for the approval of the Acting Director of Central Intelligence; such recommendation is contained in paragraph 4.

2. The Agency has on several occasions requested the General Services Administration to find more suitable space for the Language Testing Laboratory of the Office of Training located in the Washington Building of Arlington Towers. More recently this requirement was supplemented by a request to consolidate the Office of Training's activities at both Arlington Towers and the Broyhill Building into one location. The General Services Administration has indicated that, at the present time and for the foreseeable future, no consolidated location is available, and it has offered [redacted] as a replacement for Arlington Towers.

3. [redacted] is in the same area as the Broyhill Building. It contains [redacted] square feet of space and the estimated annual rental will be about \$120,000, the exact amount subject to negotiation. The anticipated cost of modifications necessary to accommodate the Office of Training's requirements is estimated at \$96,000. Extensive engineering requirements and tailor-made, proper configuration of the space are necessary in order to convert this area into a modern language training facility. The estimated modification cost of \$96,000 will, however, exceed the established limitation of 25 percent of the first year's rent for tenant alterations as established in the Economy Act of 30 June 1932. Accordingly, it will be necessary that this Agency provide the Administrator of General Services a Certificate of Necessity in order to have the necessary configuration work accomplished.

4. It is recommended that you sign the attached Certificate of Necessity so that the General Services Administration may acquire the space and exceed the limitations for tenant alterations as established in the Economy Act of 30 June 1932.

[redacted]
R. L. Bannerman
Deputy Director
for Support

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SECRET

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declassification